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WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Minden, Louisiana

FINANCIAL STATEMENTS

June 30, 2008

Under provisions of state law, this report is a public document. A copy of the report has been submitted to the entity and other appropriate public officials. The report is available for public inspection at the Baton Rouge office of the Legislative Auditor and, where appropriate, at the office of the parish clerk of court.

Release Date 8/20/08

Marsha O. Millican
Certified Public Accountant
Shreveport, Louisiana

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WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

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June 30, 2008

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Marsha O. Millican
CERTIFIED PUBLIC ACCOUNTANT

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Webster Voluntary Council on Aging, Inc.
Minden, Louisiana

I have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Webster Voluntary Council on Aging, Inc., as of and for the year ended June 30, 2008 which collectively comprise the Council's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Webster Voluntary Council on Aging, Inc., management. My responsibility is to express an opinion on these financial statements based on my audit.

I conducted my audit in accordance with auditing standards generally accepted in the United States of America and Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. I believe that my audit provides a reasonable basis for my opinion.

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Webster Voluntary Council on Aging, Inc. as of June 30, 2008, and the results of its operations for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The management's discussion and analysis presented on pages 3 through 11 and the supplementary financial information required by GASB 34 on pages 42 through 45 and supplementary financial information required by GOEA on pages 46 and 47, are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. I have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. However, I did not audit the information and express no opinion on it.

In accordance with Government Auditing Standards, I have also issued a report dated July 23, 2008 on my consideration of Webster Voluntary Council on Aging, Inc.'s internal control over financial reporting and my tests of its compliance with certain provisions of laws, regulations, contracts, and grants agreements and other matters. The purpose of that report is to describe the scope of my testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards and should be considered in assessing the results of my audit.

Marsha D. Milliron

Certified Public Accountant
July 23, 2008

Webster Parish Council On Aging

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MANAGEMENT'S DISCUSSION AND ANALYSIS (MD&A)

This section of the Webster Voluntary Council on Aging, Inc. 's annual financial performance during the fiscal year that ended on June 30, 2008. Please read it in conjunction with the Council's financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- The Council showed a net decrease in overall net assets of \$42,846 this year.
- Net Capital Assets of the Council increased by \$123,860 due to purchases of \$133,701 and depreciation of \$9,211.
- No deficit fund balances exist at year end.
- Investments decreased by \$151,972 this year.
- The unreserved, undesignated fund balance for the Council's General Fund was \$241,578 at year-end, which is a \$156,650 decrease from the prior year.

HOW TO USE THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Assets and the Statement of Activities (on pages 12 and 13) provide information about the activities of the Council as a whole and present a longer-term view of the Council's finances. Fund financial statements begin on page 14. For governmental activities, in the short-term as well as what remains for future spending. Fund financial statements also report the Council's operations in more detail than the government-wide statements by providing information about the Council's most significant funds.

Our auditor has provided assurance in her independent auditor's report, located immediately after this Management's Discussion and Analysis, that the Basic Financial Statements are fairly stated. The auditor is providing varying degrees of assurance about Supplementary Financial Information Required by GASB Statement 34

and Supplementary Financial Information Required by GOEA that follow later in this reporting package. A user of this report should read the independent auditor's report carefully to ascertain the level of assurance being provided for each part of the financial section of the report.

Reporting the Council as a Whole Using Government-Wide Statements

Our analysis of the Council as a whole begins on page 7. An important question to ask about the Council's finances is, "Is the Council as a whole better off or worse off as a result of the year's activities?" The Statement of Net Assets and the Statement of Activities (referred to collectively as the Government-Wide Financial Statements) report information about the Council as a whole and about its activities in a way that helps answer this question. These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private-sector companies. All current year revenues and expenses are taken into account regardless of when cash is received or paid.

The Government-Wide statements can be found on pages 12 to 13 and report the Council's net assets and changes in them. Some of the net assets are restricted which means they can only be used for a specific purpose. The Statement of Net Assets is designed to present the financial position of the Council as of year-end. Over time, increases or decreases in the Council's net assets are one indicator of whether its financial position is improving or deteriorating. However, to assess the overall financial position of the Council, you will need to consider other nonfinancial factors, such as the condition of the Council's capital assets and facilities, the addition or termination of grants and other revenue sources, and the expansion or contraction of programs and services.

The Statement of Activities provides information that shows how the Council's net asset changed as a result of this year's activities. All of the Council's significant activities are reported in the Statement of Activities. These activities include an Administration function and a Health, Welfare, and Social Services function. The Health, Welfare, and Social Services function is comprised of various programs that include various supportive social services, nutritional services, utility assistance, and disease prevention and health promotion. All activities of the Council are considered to be governmental activities. A governmental activity is one where the Council uses money it receives from government grants and contracts, along with donations from the general public, to pay for the services it provides to the general public, or a segment of the general public, such as the elderly. In other words, the people benefitting from the services are not required to pay for what they receive. If the Council

charged fees to cover all or most of the cost of providing a service, that activity would be classified as a business-type activity. The Council does not have any business-type activities.

Reporting the Council's Most Significant Funds using Fund Financial Statements

Our analysis of the Council's major funds begins on page 7. The Fund Financial Statements can be found on pages 14 to 16 and provide detailed information about the most significant funds - not the Council as a whole. In the Fund Financial Statements you will see a General Fund and a variety of Special Revenue Funds. The General Fund is used to account for all financial resources except those that are required to be accounted for in another fund. The Special Revenue Funds account for the proceeds of specific revenue sources that are legally restricted to expenditure for specified purposes. By using separate funds to track revenues and expenditures, we can control and manage funds for particular purposes or we can show that the fund is meeting legal responsibilities for using certain grants and other money.

The General Fund and Special Revenue Funds are considered governmental funds. Governmental funds focus on how money flows into and out of funds and the balances left at year-end that are available for spending. These funds are reported using an accounting method called the modified accrual accounting, which measures cash and all other financial assets that can be readily converted to cash. The governmental fund statements provide a detailed short-term view of the Council's general government operations and the basic services it provides. Governmental fund information helps you determine whether there are more or fewer financial resources that can be spent in the near future to finance the Council's programs. We have presented the difference between the net assets of governmental activities and the fund balances of the governmental funds in a reconciliation at the bottom of the Balance Sheet for Governmental Funds. In addition, the difference between the change in net assets for the governmental funds and the change in net assets for the governmental activities has been presented in a reconciliation on a separate page that follows the Statement of Revenues, Expenditures, and Changes in Fund Balances for the Governmental Funds.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 17 to 41. You should read the notes before making assumptions or drawing conclusions about the Council's financial condition.

Supplementary Financial Information Required by GASB Statement 34

The Governmental Accounting Standards Board (GASB) Statement 34 requires budgetary comparison schedules for the General Fund and each major Special Revenue Fund that has a legally adopted annual budget. The schedules compare the original and final appropriated budgets' to actual budget results for the Council's fiscal year. We have also opted to present positive and negative variances between the final budget and actual amounts.

Major funds are those funds whose revenues, expenditures, assets, or liabilities are at least 10% of corresponding totals for all governmental funds. In addition, a major fund could be a fund that does not meet these criteria but which we believe is important to present for the Council's financial statement users.

Management's Discussion and Analysis is also required supplementary information (RSI) by GASB Statement 34. However, it is presented as the first item in this reporting package and not with the other RSI by GASB Statement 34.

Other Supplementary Financial Information Required by GOEA

The Council has also presented other required supplemental information in this report package.

The Governor's Office of Elderly Affairs (GOEA) has required the Council to present as schedules the information on pages 46 to 47. This information will be used by GOEA to verify the accuracy of information the Council submitted to it during the year and to help GOEA monitor certain compliance requirements set forth in the grants that it has with the Council.

**AN ANALYSIS OF THE COUNCIL AS A WHOLE USING GOVERNMENT-WIDE
FINANCIAL STATEMENTS**

The following table reflects condensed information on the Council's net assets for the year ended June 30,

	<u>2008</u>	<u>2007</u>
Current and other assets	\$ 246,840	\$ 412,032
Capital Assets, net of depreciation	<u>159,131</u>	<u>35,271</u>
Total Assets	<u>405,971</u>	<u>447,303</u>
Compensated Absences	9,724	9,724
Other Liabilities	<u>-</u>	<u>-</u>
Total Liabilities	<u>9,724</u>	<u>9,724</u>
Invested in capital assets, net of related debt	159,131	35,271
Restricted	5,262	9,202
Unrestricted	<u>230,340</u>	<u>393,106</u>
Total Net Assets	<u>\$ 394,733</u>	<u>\$ 437,579</u>

As of June 30, 2008, the Council "as a whole" had assets greater than its liabilities by \$394,733.

The net assets that have been invested in capital assets are presented net of any related outstanding debt incurred to acquire them. For June 30, 2008, there is no debt that has been subtracted from the capital asset amounts. Our policy is to acquire capital assets by paying cash and avoiding debt. This policy helps to assure us that decreases in the Council's future revenues won't impact its ability to provide a certain level of service to our clients and program participants.

The liability for compensated absences represents what the Council would owe to its employees as of year-end for unused vacation leave. If employee vacation patterns are similar from year to year and if the number of employees remains about the same, then the amount owed at year-end will not change very much from year to year. This liability could adversely affect the Council's financial position if we were to have to lay off a significant portion of our workforce. This event would trigger the immediate payment of unused vacation to the terminated employees resulting in the Council having to use unrestricted net assets to make the payments.

For the year ended June 30, changes in net assets are as follows:

Revenues	<u>2008</u>	<u>2007</u>
Program Revenues:		
Operating Grants and Contributions	\$ 502,771	\$ 534,353
General Revenues:		
Unrestricted Grants and Contributions	50,878	67,249
Other General Revenues	<u>9,497</u>	<u>10,131</u>
Total Revenues	<u>563,146</u>	<u>611,733</u>
Direct Program Expenses of the Health, Welfare, and Social Services Function:		
Supportive Services:		
Other Priority Services	35,542	36,506
Homemaker	55,421	54,184
Information and Assistance	6,960	5,235
Legal Assistance	3,099	3,100
Outreach	3,569	4,489
Transportation	37,669	32,800
Nutrition Services:		
Congregate Meals	90,577	91,251
Home Delivered Meals	158,295	126,082
Utility Assistance	11,700	8,396
Disease Prevention and Health Promotion	2,922	2,900
National Family Caregiver Support	22,499	21,629
Direct Administration Expenses	<u>177,739</u>	<u>180,054</u>
Total Expenses	<u>605,992</u>	<u>566,706</u>
Increase (Decrease) in Net Assets	<u>\$ (42,846)</u>	<u>\$ 45,027</u>

AN ANALYSIS OF GOVERNMENTAL ACTIVITIES

Most of the Council's activities are funded by federal, state, and local grants. These grants amount to approximately 83% of the revenues of the Council in 2008. Some of these grants are restricted which means that the money can only be used in certain programs. The amount of funds available from most of the grants remains rather constant from year to year, however, some grant amounts may change based upon the level of service provided by the Council under the terms of the particular grant award.

The Council also receives donations from its clients and the general public. These revenues help to lessen the financial burden on the Council and allow it to maintain and expand services. Public support revenues represented 15% of the total revenues of 2008.

The Council invests idle funds and is able to earn some interest on this money each year. The investment earnings are used or accumulated as necessary to meet expenses each year.

When reviewing the Government-Wide Statement of Activities, there are relationships that are important to the understanding of the Council's operations. The Council's largest activities are related to supportive services and nutrition services. The Council's main focus is to meet the needs of the elderly citizens of Webster Parish. There is a high demand for these services; therefore, resources are channeled to meeting the demand.

**AN ANALYSIS OF THE COUNCIL'S FUNDS USING GOVERNMENTAL FUND -
FINANCIAL STATEMENTS**

Fund Balances

The Council showed a combined governmental fund balance of \$255,382 (as shown on the Fund Financial Statement's balance sheet at page 14) at the end of this year, which is a decrease of \$156,650 versus last year.

Revenues

The combined fund revenues decreased \$45,857 this year versus last year, or 7%.

Expenditures

Total expenditures increased by \$172,175 this year, or 31% due primarily to capital expenditures of \$133,071.

AN ANALYSIS OF THE GENERAL FUND BUDGET

Over the course of this past fiscal year the budget was amended one time which was approved by the Board of Directors. The amendment effectively approves any expenditure that had already been incurred that exceeded its original budgeted amount. The primary reasons for amending the budget are to account for unanticipated changes in both revenues and expenditures and to prevent compliance violations under the Council's grants from GOEA.

You can find schedules of the original and amended budgets for the General Fund in the Supplementary Financial Information Required by GASB Statement 34 section of this report on pages 42 to 45. When you review the budget versus actual schedule, you will note that the favorable and unfavorable variances are not very large. This is a result of the budget amendment process, which allows us the opportunity to use hindsight to adjust the forecast that it made at the beginning of the year. With only two months left in the fiscal year at the time the budget is amended, the risk of a significant budget overrun is reduced because of our ability to more accurately predict what will occur over a shorter period of time versus a longer period of time.

AN ANALYSIS OF CAPITAL ASSET AND DEBT ADMINISTRATION

At the end of the year, the Council had \$159,131 in fixed assets net of accumulated depreciation. This amounted to a net increase of \$123,860 due to purchases of \$133,701 and depreciation expense of \$9,211 for the current year.

The Council does not have any long-term debt related to its capital assets and does not like to incur any as a matter of policy. We have already discussed the nature and effects of the compensated absence liability.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS

The council receives most of its funding from federal and state agencies. Because of this, the source of income for the Council is rather steady. However, some of the Council's grants and contracts are contingent upon the level of service provided by the Council, and therefore, revenues may vary from year to year. In setting its budget for fiscal year 2009, it was important that we deliver at least the same level of service to our clients and the public as we did in 2008. All of the Council's grants and contracts from the usual federal and state agencies have been approved for FY 2009. There have been no significant changes to the funding levels or terms of the grants and contracts. Accordingly, we have set our initial budget to provide the same programs and levels of service next year. GOEA has also approved the Council's budget for next year. There are no plans to add any significant programs for next year.

CONTACTING THE COUNCIL'S MANAGEMENT

Our financial report is designed to provide government agencies and the general public an overview of the Council's finances and to demonstrate accountability for the money that it receives. If you have any questions about this report or wish to ask for more information, you should contact Mrs. Dathene Brown, the Council's Executive Director, at the Council's main office located at 316 McIntyre, Minden, Louisiana, or by phone at 318-371-3056.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Government Wide Statement of Net Assets

June 30, 2008

	<u>Governmental Activities</u>
Assets	
Cash	\$ 3,613
Investments	240,027
Grants and contracts receivable	2,000
Prepaid insurance	1,200
Capital assets, net of accumulated depreciation	<u>159,131</u>
Total assets	<u>\$ 405,971</u>
Liabilities	
Accounts payable	\$ -
Accrued compensated absences:	
Current portion	1,798
Non-current portion	<u>9,440</u>
Total liabilities	<u>\$ 11,238</u>
Net assets	
Invested in Capital Assets, net of debt	\$ 159,131
Restricted for:	
Utility assistance	2,060
Nutrition assistance	1,176
FEMA	2,026
Unrestricted	<u>230,340</u>
Total Net Assets	<u><u>\$ 394,733</u></u>

The accompanying notes are an integral part of this statement.

WEBSTER VOLUNTARY
COUNCIL ON AGING, INC.

GOVERNMENT WIDE STATEMENT OF ACTIVITIES

For the Year ended June 30, 2008

Functions/Programs	Direct Expenses	Indirect Expenses	Charges for Services	Program Revenues		Capital Grants and Contributions	Net (Expenses) Revenues and Increases (Decreases) in Net Assets
				Operating Grants and Contributions	Grants		Total Governmental Activities
Governmental Activities							
Health, Welfare & Social Services:							
Supporting Services:							
Homemaker	\$ 55,421	\$ 21,206	\$ -	\$ 67,921	-	\$ -	(8,706)
Information and Assistance	6,960	2,663	-	8,530	-	-	(1,093)
Outreach	3,569	1,365	-	4,374	-	-	(560)
Legal Assistance	3,099	-	-	3,099	-	-	-
Transportation	37,669	14,809	-	45,599	-	-	(6,879)
Other Services	35,542	13,599	-	43,558	-	-	(5,583)
Nutrition Services:							
Congregate Meals	90,577	36,715	-	117,395	-	-	(9,897)
Home Delivered Meals	158,295	50,633	-	142,967	-	-	(65,961)
Utility Assistance	11,700	-	-	7,760	-	-	(3,940)
Disease Prevention and Health Promotion	2,922	1,121	-	3,923	-	-	(120)
National Family Caregiver Support	22,499	8,704	-	30,721	-	-	(482)
Administration	177,739	(150,815)	-	26,924	-	-	-
Total Governmental activities	\$ 605,992	\$ -	\$ -	\$ 302,771	\$ -	\$ -	(103,221)
General Revenues:							
Grants and contributions not restricted to specific programs							
Miscellaneous							
Total general revenues and special items							
Increase (Decrease) in net assets							
Net assets - beginning of the year							437,579
Net assets - end of the year							\$ 394,733

The accompanying notes are an integral part of this statement.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.
Balance Sheet
Governmental Funds
June 30, 2008

	General Fund	Title IIIB	Title C-1	Title C-2	Non-Major Funds	Total
Assets						
Cash	\$ 3,613	\$ -	\$ -	\$ -	\$ -	\$ 3,613
Investments	240,027	-	-	-	-	240,027
Grants and contracts receivable	2,000	-	-	-	-	2,000
Due from other funds	3,280	-	-	-	8,542	11,822
Prepaid insurance	1,200	-	-	-	-	1,200
Total Assets	\$ 250,120	\$ -	\$ -	\$ -	\$ 8,542	\$ 258,662
Liabilities and Fund Balances						
Liabilities:						
Accounts payable	-	\$ -	-	\$ -	-	\$ -
Due to other funds	8,542	-	-	-	3,280	11,822
Total Liabilities	8,542	-	-	-	3,280	11,822
Fund Balances:						
Reserved for:						
Utility assistance	-	-	-	-	2,060	2,060
Nutrition assistance	-	-	-	-	1,176	1,176
FEMA	-	-	-	-	2,026	2,026
Unreserved/Undesignated:						
General Fund	241,578	-	-	-	-	241,578
Special Revenue Fund	-	-	-	-	-	-
Total Fund Balances	241,578	-	-	-	5,262	246,840
Total Liabilities and Fund Balances	\$ 250,120	\$ -	\$ -	\$ -	\$ 8,542	\$ 258,662

Amounts reported for governmental activities in the statement of net assets are different because:

- Compensated absences are not paid for out of current financial resources and therefore are not reported in the funds
- Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds

(11,238)
159,131

Net Assets of Governmental Activities

\$ 394,733

The accompanying notes are an integral part of this statement.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Statement of Revenues, Expenditures and Changes in Fund Balance
Governmental Funds
For the Year Ended June 30, 2008

	<u>General</u>	<u>Supportive Services</u>	<u>C-1</u>	<u>C-2</u>	<u>Non-Major Funds</u>	<u>Total</u>
REVENUES						
Intergovernmental:						
Governor's Office of						
Elderly Affairs	\$ 20,660	\$ 93,907	\$ 71,948	\$ 100,085	\$ 150,673	\$ 437,273
Webster Parish						
Police Jury	29,000	-	-	-	-	29,000
Federal Emergency						
Food and Shelter	-	-	-	-	2,000	2,000
Public Support:						
Unrestricted	21,878	-	-	-	-	21,878
Restricted - Utility						
Programs	-	-	-	-	7,760	7,760
Client Contributions	-	12,065	17,423	24,885	1,365	55,738
Miscellaneous	9,497	-	-	-	-	9,497
	<u>81,035</u>	<u>105,972</u>	<u>89,371</u>	<u>124,970</u>	<u>161,798</u>	<u>563,146</u>
Total Revenues						
	<u>81,035</u>	<u>105,972</u>	<u>89,371</u>	<u>124,970</u>	<u>161,798</u>	<u>563,146</u>
EXPENDITURES						
Health, Welfare & Social						
Services						
Current:						
Salaries	-	121,361	53,178	60,229	40,378	275,146
Fringe	-	9,434	4,293	4,885	3,158	21,770
Travel	479	7,956	689	15,042	2,885	27,051
Operating services	9,987	33,592	10,781	11,622	10,331	76,313
Operating supplies	-	13,811	1,661	1,372	6,591	23,435
Other costs	-	3,187	428	460	225	4,300
Meals	-	-	53,251	102,301	-	155,552
Utility assistance	-	-	-	-	11,700	11,700
Capital outlay	133,071	-	-	-	-	133,071
	<u>143,537</u>	<u>189,341</u>	<u>124,281</u>	<u>195,911</u>	<u>75,268</u>	<u>728,338</u>
Total expenditures						
	<u>143,537</u>	<u>189,341</u>	<u>124,281</u>	<u>195,911</u>	<u>75,268</u>	<u>728,338</u>
Excess (deficiency) of						
revenues over						
expenditures	(62,502)	(83,369)	(34,910)	(70,941)	86,530	(165,192)
OTHER FINANCING SOURCES (USES)						
Operating transfers in	-	83,369	34,910	70,941	-	189,220
Operating transfers out	(98,750)	-	-	-	(90,470)	(189,220)
	<u>(98,750)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(90,470)</u>	<u>(189,220)</u>
Excess (deficiency) of revenues and						
other sources over expenditures						
and other uses	(161,252)	-	-	-	(3,940)	(165,192)
FUND BALANCES (DEFICIT)						
Beginning of year (deficit)	402,830	-	-	-	9,202	412,032
End of year	<u>\$ 241,578</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 5,262</u>	<u>\$ 246,840</u>

The accompanying notes are an integral part of this statement.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Reconciliation of the Statement of Revenues, Expenditures,
and Changes in Fund Balances of Governmental
Funds to the Statement of Activities

Year Ended June 30, 2008

Net Increase (Decrease) in fund balances total governmental funds \$(165,192)

Governmental funds report capital outlays as expenditures.
However, in the statement of activities the
cost of these assets is allocated over their
estimated useful lives and reported as depreciation
expense. This is the amount by which capital outlays
(\$133,701) exceeds depreciation (\$ 9,211) in the
current period

123,860

Some expenses reported in the Statement of Activities
do not require the use of current financial resources
and therefore are not reported as expenditures in
governmental funds.

Compensated absences

(1,514)

Increase (Decrease) of net assets of governmental activities

\$(42,846)

The accompanying notes are an integral part of this statement

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies:

A. Purpose of the Council on Aging:

The purpose of the Council is to collect facts and statistics and make special studies of conditions pertaining to the employment, financial status, recreation, social adjustment, mental and physical health or other conditions affecting the welfare of the aging people in Webster Parish; to keep abreast of the latest developments in these fields of activity throughout Louisiana and the United States; to interpret its findings to the citizens of the parish; to provide for a mutual exchange of ideas and information on the parish and state level; to conduct public meetings to make recommendations for needed improvements and additional resources; to promote the welfare of aging people when requested to do so; to coordinate and monitor services of other local agencies serving the aging people of the parish; and to assist and cooperate with the Governor's Office of Elderly Affairs (GOEA) other departments of state and local government serving the elderly; and to make recommendations relevant to the planning and delivery of services to the elderly of the parish.

Specific services provided by the Council to the elderly residents of Webster Parish include providing congregate and home delivered meals, nutritional education, personal care, information and assistance, outreach, material aid, utility assistance, homemakers, recreation, legal assistance, health promotion, and transportation.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies(Continued)

B. Reporting Entity:

In 1964, the State of Louisiana passed Act 456 authorizing the charter of a voluntary council on aging for the welfare of the aging people in each parish of Louisiana. However, before the council on aging can begin operations in a specific parish, its application for a charter must receive approval from the Governor's Office of Elderly Affairs pursuant to LA R.S. 46:1602. The functions of each council on aging in Louisiana must comply with the objectives of state laws and are governed by the policies and regulations established by GOEA.

The Webster Voluntary Council on Aging is a legally separate, non-profit, quasi-public corporation. It received its charter and began operations on October 19, 1970.

A board of directors, consisting of 11 voluntary members, who serve three-year terms, governs the Council. The board of directors is comprised of, but not limited to, representatives of the Parish's elderly population, general public, private businesses, and elected public officials. Board members are elected annually in the following manner:

- 3 members are selected from the general public to represent all sections of the parish and are drawn from, but not limited to, civic organizations, governmental agencies, business, and religious groups.
- 11 representatives, who must reside in the districts that they represent, are selected from each of the 2 Parish Council districts, to represent the elderly population in their respective districts.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies (Continued)

B. Reporting Entity: - (Continued)

Membership in the Council is open at all times, without restriction, to all residents of Webster Parish who have reached the age of majority and who express an interest in the Council and wish to contribute to or share in its programs. Membership fees are not charged.

Based on the criteria set forth in GASB Statement 14, the Webster Voluntary Council on Aging is not a component unit of another primary government nor does it have any component units that are related to it. In addition, based on the criteria set forth in GASB Codification section 2100, the council has presented its financial statements as a primary government, because it is a special-purpose government that has a separately elected governing body, is legally separate, and is fiscally independent of other state and local governments. As used in GASB Statement 14, the term fiscally independent means that the council may, without approval or consent of another governmental entity, determine or modify its own budget, levy its own taxes or set rates or charges, and issue bonded debt. As previously mentioned, GOEA establishes the policies and regulations that all councils must follow. Included in its policies is a provision that the Council's budget be approved by GOEA. However, this approval process is part of GOEA's general oversight responsibility for the council and is more ministerial or compliance oriented than substantive.

Accordingly, the Council is viewed as being fiscally independent for purposes of applying the reporting entity criteria of GASB Statement 14.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies (Continued)

C. Presentation of Statements:

The Council's statements are prepared in accordance with accounting principles generally accepted (GAAP) in the United States of America as applicable to governmental entities. The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements.

The council has the option to apply FASB pronouncements issued after that date to its business-type activities and enterprise funds; however, the Council has chosen not to do so because it does not have any business-type activities or enterprise funds. The more significant accounting policies established in GAAP and used by the Council are discussed below.

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, *Basic Financial Statements-and Management's Discussion and Analysis-for State and Local Governments*. Certain of the significant requirements in the Statement include the following:

A Management Discussion and Analysis (MD&A) section providing an analysis of the Council's overall financial position and results of operations.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
-(Continued)

C. Presentation of Statements (Continued)

Governmental-Wide Financial statements prepared using full accrual accounting for all of the Council's activities.

A change in the fund financial statements to focus on the major funds.

These requirements are reflected in the accompanying financial statements (including notes to financial statements). The Council has complied with the general provisions of the GASB Statement 34.

D. Basic Financial Statements - Government-Wide Statements

The Council's basic financial statements include both Government-Wide (reporting the Council as a whole) and fund financial statements (reporting the Council's major funds). Both the Government-Wide and Fund Financial Statements categorize primary activities as either governmental or business type. The Council's functions and programs have been classified as governmental activities. The Council does not have any business-type activities, fiduciary funds, or any component units that are fiduciary in nature. Accordingly, the Government-Wide financial statements - do not include any of these activities or funds.

In the Government-Wide Statement of Net Assets, the governmental type activities column (a) is presented on a consolidated basis by column, (b) and is reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Council's net assets are reported in three parts - invested in capital assets, net of related debt; restricted net assets; and unrestricted

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies -
(Continued)

D. Basic Financial Statements - Government-Wide Statements
(Continued)

net assets. Invested in capital assets, net of related debt consists of capital assets including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowing that are attributable to the acquisition, construction, or improvement of those capital assets. Restricted net assets consist of net assets with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislation. Unrestricted net assets include all other net assets that do not meet the definition of "restricted" or "invested in capital assets, net of related debt."

The Council's policy is to use restricted resources first to finance its activities except for nutrition services. When providing nutrition services, revenues earned by the Council under its USDA contract with GOEA can only be used to pay for the raw food component of each meal that is bought and served to a person eligible to receive a meal under one of the nutrition programs. The Council's management has discretion as to how and when to use the USDA revenues when paying for nutrition program costs. Quite often unrestricted resources are available for use that must be consumed or they will have to be returned to GOEA. In such cases it is better for management to elect to apply and consume the unrestricted resources before using the restricted resources. As a result, the Council will depart from its usual policy of using restricted resources first.

The Government-Wide Statement of Activities reports both the gross and net cost of each of the Council's functions and significant programs. Many functions and programs are supported by general government revenues like intergovernmental revenues, and unrestricted net

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies -
(Continued)

**D. Basic Financial Statements - Government-Wide
Statements (Continued)**

investment income, particularly if the function or program has a net cost. The Statement of Activities begins by presenting gross direct and indirect expenses that include depreciation, and then reduces the expenses by related program revenues, such as operating and capital grants and contributions, to derive the net cost of each function or program. Program revenues must be directly associated with the function or program to be used to directly offset its cost. Operating grants include operating-specific and discretionary (either operating or capital) grants, while the capital grants column reflects capital-specific grants. The Council did not receive any capital-specific grants this year.

The Council allocates its indirect costs among various functions and programs in accordance with Circular A-87. The Statement of Activities shows this allocation in a separate column labeled "indirect cost allocation." In addition, GOEA provides grant funds to help the Council pay for a portion of its indirect costs. As a result, only the indirect costs in excess of the GOEA funds are allocated to the Council's other functions and programs.

The Government-Wide Statements focus upon the Council's ability to sustain operations and the change in its net assets resulting from the current year's activities.

**E. Basic Financial Statements - Fund Financial
Statements:**

The financial transactions of the Council are reported in individual funds in the Fund Financial Statements. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, equity, revenues, and expenditures. Resources are allocated to and accounted for in individual funds based

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies:
(Continued)

**E. Basic Financial Statements - Fund Financial
Statements (Continued)**

upon the purpose for which they are to be spent and the means by which spending activities are controlled. The various funds are reported by generic classification within the financial statements.

The Council uses governmental fund types. The focus of the governmental funds' measurement (in the fund statements) is on determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than on net income. An additional emphasis is placed on major funds within the governmental fund types. A fund is considered major if it is the primary operating fund of the Council or if its total assets, liabilities, revenues, or expenditures are at least 10% of the corresponding total for all funds of that category or type.

Governmental fund equity is called the fund balance. Fund balance is further classified as reserved and unreserved, with unreserved being further split into designated and undesignated. Reserved means that the fund balance is not available for expenditure because resources have already been expended (but not consumed), or a legal restriction has been placed on certain assets that makes them only available to meet future obligations. Designated fund balances result when management tentatively sets aside or earmarks certain resources to expend in a designated manner. In contrast to reserved fund balances, designated amounts can be changed at the discretion of management.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

**E. Basic Financial Statements: Fund Financial
Statements (Continued)**

The following is a description of the governmental funds of the Council:

- **The General Fund** is the general operating fund of the Council. It is used to account for all financial resources except those required to be accounted for in another fund.
- **Special Revenue Funds** are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

A large percentage of the Council's special revenue funds are Title III funds. These funds are provided by the United States Department of Health and Human Services - Administration on Aging to the Governor's office of Elderly Affairs, which in turn "passes through" the funds to the council.

The Council has established several special revenue funds. The following is a brief, description of each special revenue fund's purpose:

Major Special Revenue Funds

The Title III B Fund is used to account for funds, which are used to provide various units of supportive social services to the elderly. GOEA has established the criteria for defining a qualifying

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

**E. Basic Financial Statements - Fund Financial
Statements (Continued)**

unit of service for each Title III program. Specific supportive social services, along with the number of units provided during the fiscal year, are as follows:

	<u>Units</u>
• Information and Assistance	767
• Outreach	139
• Homemaker	3,676
• Transportation for people age 60 or older	3,441
• Legal	66
• Utility Assistance	116

The Title III C-1 Fund is used to account for funds that are used to provide nutritional, congregate meals to the elderly at meal sites located in Minden and surrounding areas. During the year the Council served 20,850 meals to people eligible to participate in this program. In addition to the meals serviced, the Council also provided 40 units of nutritional education to eligible participants.

The Title III C-2 Fund is used to account for funds that are used to provide nutritional meals to homebound older persons. Using Title III C-2 funds the Council served 39,486 meals during the year to people eligible to participate in this program.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

**e. Basic Financial Statements - Fund Financial
Statements - (Continued)**

Non-Major Special Revenue Funds

The Title III C Area Agency Administration Fund is used to account for a portion of the indirect costs of administering the Council's programs. Each fiscal year GOEA provides the Council with funds to help pay for the costs of administering the Council's special programs for the elderly. The amount of funding is not enough to pay for all the indirect costs. As a result, the Council will allocate its indirect costs to this fund first. Once the GOEA funds are completely used, any indirect costs, in excess of the funds provided by GOEA, are distributed to other funds and programs using a formula based on the percentage each program's direct costs bear to direct costs for all programs.

The Title III D Fund is used to account for funds used for disease prevention and health promotion activities. During the year 9,303 units of wellness service were provided to eligible participants in this program.

The Senior Center Fund is used to account for the administration of Senior Center program funds appropriated by the Louisiana Legislature to GOEA, which in turn "passes through" the funds to the Council. The purpose of this program is to provide a community service center at which elderly people can receive supportive social services and participate in activities which foster their independence, enhance their dignity, and encourage their involvement in and with the community. The senior center for Webster Parish is located in Minden. Senior Center funds can be used at management's discretion to support any of the Council's programs that benefit the elderly. Accordingly, during the fiscal year, the Senior Center Fund transferred all of its grant revenue to the Title III B Fund to

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

E. Basic Financial Statements - Fund Financial Statements - (Continued)

subsidize that program's cost of providing supportive services to elderly persons who use the senior center.

The Nutritional Services Incentive Program Fund is used to account for the administration of the Food Distribution Program provided by the United State Department of Agriculture through the Governor's Office of Elderly Affairs, which in turn "passes through" the funds to the Council. GOEA distributes funds to each parish council on aging in Louisiana based on how many meals each council on aging served in the previous year in relation to the total meals served statewide by all councils. The primary purpose of the NSIP reimbursement is to provide money to the Council so that United States food and commodities may be purchased to supplement nutrition programs.

The Utility Assistance Fund is used to account for the administration of utility assistance programs that are sponsored by local utility companies. The companies collect contributions from service customers and remit the funds to the parish councils on the aging to provide assistance to the elderly for the payment of utility bills. The Council receives its Project Care donations directly from Entergy Corporation. LP&L Helping Hands donations are provided through the Louisiana Association of councils on Aging, Inc. (LACOA). During the year, the Council was able to provide 116 units of service with these funds.

The Audit Fund is used to account for funds received from the Governor's Office of Elderly Affairs that are restricted to use as a supplement to pay for the cost of having an annual audit of the Council's financial statements. The cost allocated to this fund is equal to the GOEA supplement. Excess audit costs have been distributed to other funds and programs using the Council's indirect cost allocation formula.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

**E. Basic Financial Statements - Fund Financial
Statements - (Continued)**

The Supplemental Senior Center Fund was established to account for funds that were appropriated by the Louisiana Legislature for the various councils on aging throughout Louisiana to supplement each council's primary grant for senior center operations and activities. The Webster Council on Aging, Inc. was one of the parish councils to receive a supplemental grant of \$2,729.

The money received by this fund during the year was transferred to Title III C-1 to supplement the program.

The Title III E Care-giver Fund provides systems of support services for family care-givers and for older individuals who are relative care givers.

F. Measurement Focus and Basis of Accounting:

Basis of accounting refers to when revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurements made regardless of the measurement focus applied.

**1. Accrual Basis - Government-Wide Statements
(GWFS):**

The Statement of Net Assets and the Statement of Activities display information about the Council as a whole. Both of these statements have been prepared using the economic measurement focus and the accrual basis of accounting. Revenues, expenses, gains, losses, assets, and liabilities resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS
June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

2. Modified Accrual Basis - Fund Financial Statements (FFS):

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. Governmental fund types use the flow of current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., when they are both measurable and available. "Measurable" means the amount of the transaction can be determined and "available" means collectible within the current period or soon enough thereafter to pay liabilities of the current period.

The Council considers all revenues "available" if they are collected within 60 days after year-end. Expenditures are generally recorded under the modified accrual basis of accounting when the related liability is incurred. The exceptions to this general rule are that (1) unmatured principal and interest on long-term debt, if any, are recorded when due and (2) claims and judgments and compensated absences are recorded as expenditures when paid with expendable available financial resources.

G. Interfund Activity:

Interfund activity is reported as either loans or transfers. Loans between funds are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. All other interfund transactions are treated as transfers. Transfers represent a permanent reallocation of resources between funds. Transfers between funds are netted against one another as part of the reconciliation of the change in fund balances in the fund financial statements to the change in net assets in the Government-Wide Financial Statements.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

H. Investments:

GASB Statement 31 requires the Council to report its investments at fair value, except for investments in non-participating interest-earning contracts, such as non-negotiable certificates of deposit with redemption terms that do not consider market rates. This type of investment is reported using a cost-based measure, provided that the fair market value of the contract is not significantly affected by the impairment of the credit standing of the issuer or other factors.

I. Prepaid Expenses/Expenditures:

Prepaid expenses include amounts paid for insurance in advance. These are shown as assets on the Government-Wide Statement of Net Assets.

In the Fund Financial Statements, the Council has elected not to include amounts paid for future services as expenditures until those services are consumed to comply with the cost reimbursement terms of grant agreements. As a result, the prepaid expenditures are shown as an asset on the balance sheet of the Fund Financial Statements until they are consumed. In addition, a corresponding amount of the fund balance of the General Fund has been reserved to reflect the amount of fund balance not currently available for expenditure.

J. Capital Assets:

The accounting and reporting treatment applied to the capital assets associated with a fund are determined by its measurement focus. Capital assets are long-lived assets that have been purchased or acquired with an original cost of at least \$1,000

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

J. Capital Assets: (Continued)

and that have an estimated useful life of greater than one year. When purchased or acquired, these assets are recorded as capital assets in the Government-Wide Statement of Net Assets. In contrast, in the Fund Financial Statements, capital assets are recorded as expenditures of the fund that provided the resources to acquire the asset. If the asset was purchased, it is recorded in the books at its cost. If the asset was donated, then it is recorded at its estimated fair market value at the date of donation.

For capital assets recorded in the Government-Wide Financial Statements, depreciation is computed and recorded using the straight-line method for the asset's estimated useful life. The estimated useful lives of the various classes of depreciable capital assets are as follows: Building improvements - 20 years, equipment and vehicles - 5 - 7 years, computers - 3 years. Depreciation is not computed or recorded on capital assets for purposes of the Fund Financial Statements.

K. Cash and Cash Equivalents:

Cash includes amounts in demand deposits, interest-bearing demand deposits, and petty cash. Cash equivalents include amounts in time deposits and those investments with original maturities of 90 days or less. Cash and cash equivalents are reported at their carrying amounts that equal their fair values.

L. Unpaid Compensated Absences:

The Council's policies for vacation time permit employees to accumulate earned but unused vacation leave. Accordingly, a liability for the unpaid vacation leave has been recorded in the Government-Wide Statements. Management has estimated the current and long-term portions of this liability based on historical trends. The amount accrued as

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

L. Unpaid Compensated Absences: (Continued)

the compensated absence liability was determined using the number of vested vacation hours for each employee multiplied by the employee's wage rate in effect at the end of the year.

In contrast, the governmental funds in the Fund Financial Statements report only compensated absence liabilities that are payable from expendable available financial resources to the extent that the liabilities mature (or come due for payment). Vacation leave does not come due for payment until an employee makes a request to use it or terminates employment with the Council. Accordingly, no amounts have been accrued as fund liabilities as of year-end in the Fund Financial Statements. The differences in the methods of accruing compensated absences creates a reconciling item between the fund and government-wide financial statement presentations.

The Council's sick leave policy does not provide for the vesting of sick leave thereby requiring the employee to be paid for any unused leave upon termination of, employment. Accordingly, no amounts have been accrued as unpaid compensated absences in the Government-Wide Financial Statements relative to sick leave.

M. Allocation of Indirect Expenses:

The Council reports all direct expenses by function and programs of functions in the Statement of Activities. Direct expenses are those that are clearly identifiable with a function or program. Indirect expenses are recorded as direct expenses of the Administration function. GOEA provides funds to partially subsidize the Council's Administration

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

M. Allocation of Indirect Expenses: (Continued)

function. The unsubsidized net cost of the Administration function is allocated using a formula that is based primarily on the relationship the direct cost a program bears to the direct cost of all programs. There are some programs that cannot absorb any indirect cost allocation according to their grant or contract limitations.

N. Management's Use of Estimates:

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results may differ from those estimates.

O. Elimination and Reclassifications:

In the process of aggregating data for the Statement of Net Assets and, the Statement of Activities, some amounts reported as interfund activity and balances in the funds were eliminated or reclassified. Interfund receivables and payables were eliminated to minimize the "grossing up" effect on assets and liabilities within the governmental activities column.

P. Deferred Revenues:

The Council reports deferred revenues on its Statement of Net Assets and on the balance sheet of the Fund Financial Statements. Deferred revenues arise when the Council receives resources before it has a legal claim to them, as when grant monies are received before the occurrence of qualifying

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 1 - Summary of Significant Accounting Policies
(Continued)

P. Deferred Revenues: (Continued)

expenditures. In subsequent periods, when the Council has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and the revenue is recognized.

Note 2 - Revenue Recognition

Revenues are recorded in the Government-Wide Statements when they are earned under the accrual basis of accounting.

Revenues are recorded in the Fund Financial Statements using the modified accrual basis of accounting. In applying the susceptible to accrual concept using this basis of accounting, intergovernmental grant revenues, program service fees, and interest income are usually both measurable and available. However, the timing and amounts of the receipts of public support and miscellaneous revenues are often difficult to measure; therefore, they are recorded as revenue in the period received.

Note 3 - Cash

The Council maintains a consolidated bank account to deposit most of the monies it collects and to pay its bills. The consolidated bank account is available for use by all funds. The purpose of this consolidated account is to reduce administration costs and facilitate cash management. The consolidated account also allows those funds with available cash resources to temporarily cover any negative cash balances in other funds.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 3. Cash (Continued)

At year-end, the carrying amount of the Council's cash balances on the books, which includes \$500 of petty cash, was \$3,613, whereas the related bank cash balances totaled \$40,725. The difference in the book and bank balances for cash relates primarily to deposits made and checks written which did not clear the bank accounts by year-end. All bank balances were covered by federal depository insurance.

Note 4 - Investments

The Council's primary purpose for investing is to earn interest income on money that its management has determined to be in excess of immediate cash needs. Louisiana Revised Statute 33:2955 sets forth a list of the types of investments in which a political subdivision may invest its temporarily idle funds.

At year-end, the Council's investments consisted of certificates of deposit and a money market account.

Investments of \$140,000 are covered by federal deposit insurance. Investments of \$100,027 are collateralized by securities held by the depository bank in the Council's name.

Note 5 - Government Grants and Contracts Receivable

Government grants and contracts receivable represent amounts owed to the Council under a grant award or contract with a provider of federal, state, or local funds; such amounts being measurable and available as of year-end.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

**Note 5 - Government Grants and Contracts
(Continued)**

Government grants and contracts receivable at year-end, consist of reimbursements for expenses incurred under the following programs:

Local	<u>\$ 2,000</u>
Total	<u><u>\$ 2,000</u></u>

Note 6 - Changes in Capital Assets

A summary of changes in capital assets is as follows:

	Balance				Balance
<u>Capital Assets</u>	<u>07-01-07</u>	<u>Increases</u>	<u>Decreases</u>		<u>06-30-08</u>
Assets not being Depreciated:					
Land	\$ -	\$ 125,000	\$ -		\$ 125,000
Assets being Depreciated:					
Automotive	59,882	-	-		59,882
Furniture & equipment	3,575	8,071	-		11,646
Recreation equipment	5,495	-	-		5,495
Building	20,000	-	-		20,000
Other equipment	18,994	-	-		18,994
Subtotal	107,946	8,071	-		116,017
Accumulated Depreciation:					
Vehicles	43,424	6,710	-		50,134
Furniture & Equipment	3,575	2,026	-		5,601
Recreation equipment	5,495	-	-		5,495
Building	1,187	475	-		1,662
Other equipment	18,994	-	-		18,994
Subtotal	72,675	9,211	-		81,886
Net Assets	<u>\$ 35,271</u>	<u>\$ 123,860</u>	<u>\$ -</u>		<u>\$ 159,131</u>

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 6 - Fixed Assets - Continued

Depreciation was charged to governmental activities as follows:

Administration	\$ 1,595
Title III B	1,323
C-2 Home Delivered Meals	<u>6,293</u>
Total depreciation expense for governmental activities	<u>\$ 9,211</u>

Note 7 - Board of Directors' Compensation

The Board of Directors is a voluntary board; therefore, no compensation has been paid to any member. However, board members are reimbursed for any out-of-pocket costs they might incur on behalf of the council in accordance with the Council's applicable reimbursement policy.

Note 8 - Income Tax Status

The Council, a non-profit corporation, is exempt from federal income taxation under Section 501 (c)(3) of the Internal Revenue Code, and as an organization that is not a private foundation as defined in Section 509(a) of the Code. It is also exempt from Louisiana income tax.

Note 9 - Economic Dependency

The Council receives the majority of its revenue through grants administered by the Louisiana Governor's office of Elderly Affairs (GOEA). The grant amounts are appropriated each year by the federal and state governments. If significant budget cuts are made at the federal and/or state level, the amount of funds the Council receives could be reduced significantly and have an adverse impact on its operations. Management is not aware of any actions that will adversely affect the amount of funds the council, will receive in the next fiscal year.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 10 - Interfund Receivables and Payables

Because the Council operates most of its programs under cost reimbursement type grants, it has to pay for costs using its General Fund money and then request reimbursement for the advanced costs under the grant programs. Such advances create short-term interfund loans in the Fund Financial Statements. A summary of these interfund loans at year end, is as follows:

	Due From <u>Other Funds</u>	Due to <u>Other Funds</u>
General Fund	\$ 3,280	\$ 8,542
Special Revenue	<u>8,542</u>	<u>3,280</u>
Funds:	<u>\$ 11,822</u>	<u>\$ 11,822</u>

These loans have been eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

Note 11 - Risk Management

The Council is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; job related illnesses or injuries to employees; and natural disasters. The Council has purchased commercial insurance to cover or reduce the risk of loss that might arise should one of these incidents occur. There have been no significant reductions in coverage from the prior year. No settlements were made during the current or prior three fiscal years that exceeded the Council's insurance coverage.

The Council's management has not purchased commercial insurance or made provision to cover or reduce the risk of loss, as a result of business interruption and certain acts of God, like floods or earthquakes.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 12 - Interfund Transfers

Interfund transfers to and from are listed by fund for the fiscal year as follows:

	Funds Transferred To					Total
	Title	Title	Title	Title		
	IIIB	III C-1	III C-2	III D	FEMA	
<u>Transfer From</u>						
PCOA	\$ 12,769	\$ 2,553	\$ 4,281	\$ -	\$ -	\$ 19,603
General Fund	<u>17,317</u>	<u>6,886</u>	<u>54,944</u>	<u>-</u>	<u>-</u>	<u>79,147</u>
 Total General	<u>30,086</u>	<u>9,439</u>	<u>59,225</u>	<u>-</u>	<u>-</u>	<u>98,750</u>
 Special Revenue Funds:						
Non-Major Funds:						
NSIP	-	22,742	11,716	-	-	34,458
Senior Center	53,283	-	-	-	-	53,283
Supplemental						
Sr Center	<u>-</u>	<u>2,729</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>2,729</u>
Total Special						
Revenue	<u>53,283</u>	<u>25,471</u>	<u>11,716</u>	<u>-</u>	<u>-</u>	<u>90,470</u>
Total all	<u>\$ 83,369</u>	<u>\$ 34,910</u>	<u>\$ 70,941</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 189,220</u>

Transfers are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, and to (2) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations.

These transfers were eliminated as a part of the consolidation process in preparing the Government-Wide Financial Statements.

Note 13 - Related Party Transactions

There were no significant related party transactions during the year.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

NOTES TO FINANCIAL STATEMENTS

June 30, 2008

Note 14 - Changes in Long-Term Debt

The only long-term debt the Council had during the year related to compensated absences. The following is a schedule of the changes in long-term debt for the accrued compensated absences:

Current balance	\$ 11,238
Less: current portion	<u>1,798</u>
Total Governmental Activity	
Long-Term Debt	<u>\$ 9,440</u>

Note 15 - In-Kind Contributions

The Council received various in-kind contributions during the year. No amounts have been reflected in the accompanying financial statements for in-kind contributions in as much as the in-kind contributions do not create a nonfinancial asset.

WEBSTER COUNCIL ON AGING, INC.
 Budgetary Comparison Schedule
 General Fund

For the Year Ended June 30, 2008

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	\$ 20,660	\$ 20,660	\$ 20,660	\$ -
Webster Parish Police Jury	23,000	37,821	29,000	\$ (8,821)
Contributions	32,107	32,850	21,878	\$ (10,972)
Miscellaneous	-	-	9,497	9,497
Total revenues	75,767	91,331	81,035	(10,296)
EXPENDITURES				
Current:				
Personnel	-	-	-	-
Fringe	-	-	-	-
Travel	-	-	479	479
Operating Services	-	-	9,987	9,987
Operating Supplies	-	-	-	-
Other Costs	-	-	-	-
Capital outlay	-	-	133,071	133,071
Total expenditures	-	-	143,537	143,537
Excess (deficiency) of revenues over expenditures	75,767	91,331	(62,502)	(153,833)
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	-	-
Transfers out	(75,767)	(91,331)	(90,208)	1,123
Total other financing sources (uses)	(75,767)	(91,331)	(90,208)	1,123
Net increase in fund balance	-	-	(152,710)	(152,710)
Fund Balances, Beginning	402,830	402,830	402,830	-
Fund Balances, Ending	<u>\$ 402,830</u>	<u>\$ 402,830</u>	<u>\$ 250,120</u>	<u>\$(152,710)</u>

WEBSTER COUNCIL ON AGING, INC.

Budgetary Comparison Schedule

Supportive Services Fund

For the Year Ended June 30, 2008

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	\$ 93,907	\$ 93,907	\$ 93,907	\$ -
Webster Parish Police Jury	-	-	-	-
Contributions	13,100	12,500	12,065	(435)
Miscellaneous	-	-	-	-
Total revenues	107,007	106,407	105,972	(435)
EXPENDITURES				
Current:				
Personnel	121,286	117,777	121,361	3,584
Fringe	9,412	9,139	9,434	295
Travel	7,785	8,084	7,956	(128)
Operating Services	29,486	33,597	33,592	(5)
Operating Supplies	12,348	14,277	13,811	(466)
Other Costs	3,188	3,186	3,187	1
Capital outlay	-	-	-	-
Total expenditures	183,505	186,060	189,341	3,281
Excess (deficiency) of revenues over expenditures	(76,498)	(79,653)	(83,369)	(3,716)
OTHER FINANCING SOURCES (USES)				
Transfers in	76,498	79,653	83,369	3,716
Transfers out	-	-	-	-
Total other financing sources (uses)	76,498	79,653	83,369	3,716
Net increase in fund balance	-	-	-	-
Fund Balances, Beginning	-	-	-	-
Fund Balances, Ending	\$ -	\$ -	\$ -	\$ -

WEBSTER COUNCIL ON AGING, INC.
 Budgetary Comparison Schedule
 Title III C-I Fund
 For the Year Ended June 30, 2008

	Budgeted Amounts			Variance with Final Budget Positive (Negative)
	Original	Final	Actual	
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	\$ 71,948	\$ 71,948	\$ 71,948	\$ -
Webster Parish Police Jury	-	-	-	0
Contributions	18,000	17,600	17,423	-177
Miscellaneous	-	-	-	0
Total revenues	89,948	89,548	89,371	(177)
EXPENDITURES				
Current:				
Personnel	51,351	50,230	53,178	2,948
Fringe	3,985	3,898	4,293	395
Travel	742	754	689	(65)
Operating Services	9,713	10,431	10,781	350
Operating Supplies	1,528	1,740	1,661	(79)
Meal Costs	57,640	55,536	53,251	(2,285)
Other Costs	432	432	428	(4)
Capital outlay	-	-	-	-
Total expenditures	125,391	123,021	124,281	1,260
Excess (deficiency) of revenues over expenditures	(35,443)	(33,473)	(34,910)	(1,437)
OTHER FINANCING SOURCES (USES)				
Transfers in	35,443	33,473	34,910	1,437
Transfers out	-	-	-	-
Total other financing sources (uses)	35,443	33,473	34,910	1,437
Net increase in fund balance	-	-	-	-
Fund Balances, Beginning	-	-	-	-
Fund Balances, Ending	\$ -	\$ -	\$ -	\$ -

WEBSTER COUNCIL ON AGING, INC.

Budgetary Comparison Schedule

Title III C-2 Fund

For the Year Ended June 30, 2008

	Budgeted Amounts			Variance with Final Budget Positive
	Original	Final	Actual	(Negative)
REVENUES				
Intergovernmental:				
Governor's Office of Elderly Affairs	\$ 100,085	\$ 100,085	\$ 100,085	\$ -
Webster Parish Police Jury	-	-	-	-
Contributions	23,300	24,250	24,885	635
Miscellaneous	-	-	-	-
Total revenues	<u>123,385</u>	<u>124,335</u>	<u>124,970</u>	<u>635</u>
EXPENDITURES				
Current:				
Personnel	57,479	60,191	60,229	38
Fringe	4,460	4,671	4,885	214
Travel	13,056	15,170	15,042	(128)
Operating Services	9,942	11,488	11,622	134
Operating Supplies	988	1,461	1,372	(89)
Meal Costs	83,560	96,294	102,301	6,007
Other Costs	454	454	460	6
Capital outlay	-	-	-	-
Total expenditures	<u>169,939</u>	<u>189,729</u>	<u>195,911</u>	<u>6,182</u>
Excess (deficiency) of revenues over expenditures	(46,554)	(65,394)	(70,941)	(5,547)
OTHER FINANCING SOURCES (USES)				
Transfers in	46,554	65,394	70,941	5,547
Transfers out	-	-	-	-
Total other financing sources (uses)	<u>46,554</u>	<u>65,394</u>	<u>70,941</u>	<u>5,547</u>
Net increase in fund balance	-	-	-	-
Fund Balances, Beginning	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Fund Balances, Ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Combining Statement of Program Revenues, Expenditures
and Changes in Fund Balances
Non-major Special Revenue Funds
For the Year Ended June 30, 2008

<u>NSIP</u>	<u>FEMA</u>	<u>Audit</u>	<u>Utility Assistance</u>	<u>Supple. Senior Center</u>	<u>Totals</u>
\$ 34,458	\$ -	\$ 2,497	\$ -	\$ 2,729	\$ 150,673
-	2,000	-	-	-	2,000
-	-	-	7,760	-	7,760
-	-	-	-	-	1,365
<u>34,458</u>	<u>2,000</u>	<u>2,497</u>	<u>7,760</u>	<u>2,729</u>	<u>161,798</u>
-	-	-	-	-	40,378
-	-	-	-	-	3,158
-	-	-	-	-	2,885
-	-	2,497	-	-	10,331
-	2,000	-	-	-	6,591
-	-	-	-	-	225
-	-	-	-	-	-
-	-	-	11,700	-	11,700
-	-	-	-	-	-
<u>-</u>	<u>2,000</u>	<u>2,497</u>	<u>11,700</u>	<u>-</u>	<u>75,268</u>
34,458	-	-	(3,940)	2,729	86,530
-	-	-	-	-	-
(34,458)	-	-	-	(2,729)	(90,470)
<u>(34,458)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>(2,729)</u>	<u>(90,470)</u>
-	-	-	(3,940)	-	(3,940)
<u>1,176</u>	<u>2,026</u>	<u>-</u>	<u>6,000</u>	<u>-</u>	<u>9,202</u>
<u>\$ 1,176</u>	<u>\$ 2,026</u>	<u>\$ -</u>	<u>\$ 2,060</u>	<u>\$ -</u>	<u>\$ 5,262</u>

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Statement of General Fixed Assets
and Changes in General Fixed Assets
For the Year Ended June 30, 2008

	<u>Balance</u> <u>June 30, 2007</u>	<u>Additions</u>	<u>Deletions</u>	<u>Balance</u> <u>June 30, 2008</u>
General Fixed Assets, at cost:				
Automotive	\$ 59,882	\$ -	-	\$ 59,882
Furniture and equipment	3,575	8,071	-	11,646
Recreation equipment	5,495	-	-	5,495
Building	20,000	-	-	20,000
Land	-	125,000	-	125,000
Other equipment	18,994	-	-	18,994
	<u>\$ 107,946</u>	<u>\$ 133,071</u>	<u>\$ -</u>	<u>\$ 241,017</u>
Total				
Investment in General Fixed Assets:				
PCOA	\$ 10,728	\$ -	\$ -	\$ 10,728
DOTD	26,845	-	-	26,845
Local	69,118	133,071	-	202,189
Title III E Caregiver	1,255	-	-	1,255
	<u>\$ 107,946</u>	<u>\$ 133,071</u>	<u>\$ -</u>	<u>\$ 241,017</u>
Total				



Marsha O. Millican

CERTIFIED PUBLIC ACCOUNTANT

REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

Board of Directors
Webster Voluntary Council on Aging, Inc.
Minden, Louisiana

I have audited the financial statements of Webster Voluntary Council on Aging, Inc. as of and for the year ended June 30, 2008, and have issued my report thereon, dated July 23, 2008. I conducted my audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States.

Internal Control Over Financial Reporting

In planning and performing my audit, I considered Webster Voluntary Council on Aging, Inc.'s internal control over financial reporting as a basis for designing my auditing procedures for the purpose of expressing my opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Council's internal control. Accordingly, I do not express an opinion on the effectiveness of the Council's internal control over financial reporting.

My consideration of internal control over financial reporting was for the limited purpose described in the second paragraph and would not necessarily identify all deficiencies in internal control over financial reporting that might be significant deficiencies or material weaknesses. However, as discussed below, I identified a certain deficiency in internal control over financial reporting that I consider to be a material weaknesses.

A control deficiency exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect misstatements on a timely basis. A significant deficiency is a control deficiency, or combination of control deficiencies, that adversely affects the Council's ability to initiate, authorize, record, process, or report financial data reliably in accordance with generally accepted accounting principles such that there is more than a remote likelihood that a misstatement of the Council's financial statements that is more than inconsequential will not be prevented or detected by the Council's internal control. I consider the Finding #2008-1 described in the accompanying schedule of findings and questioned costs to be a significant deficiency in internal control over financial reporting.

A material weakness is a significant deficiency, or combination of significant deficiencies, that results in more than a remote likelihood that a material misstatement of the financial statements will not be prevented or detected by the Council's internal control.

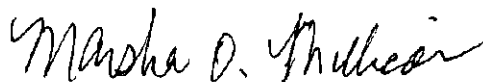
My consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and would not necessarily identify all deficiencies and, accordingly, would not disclose all significant deficiencies that are also considered to be material weaknesses. However, I believe that Finding #2008-1, lack of segregation of duties, is a material weakness.

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether Webster Voluntary Council on Aging, Inc.'s financial statements are free of material misstatement, I performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of my audit and, accordingly, I do not express such an opinion. The results of my tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

This report is intended solely for the information of management, the Board of Directors and applicable federal and state cognizant agencies and is not intended to be, and should not be, used by anyone other than the specified parties. Under Louisiana Revised Statute 24:513, this report is distributed by the Legislative Auditor as a public document.



Certified Public Accountant
July 23, 2008

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Schedule of Findings and Questioned Costs

June 30, 2008

FINDING 2008-1:

Criteria: The segregation of duties is inadequate to provide effective internal control.

Cause: The cause is due to economic and space limitations.

Recommendation: No action is recommended.

Management's Corrective Action Plan: We concur with the finding.

WEBSTER VOLUNTARY COUNCIL ON AGING, INC.

Summary Schedule of Prior Year Findings

June 30, 2008

PRIOR YEAR FINDING # 2007-1:

The segregation of duties is inadequate to provide effective internal control.

CORRECTIVE ACTION TAKEN:

None was recommended and none was taken.